# TransitChek Commuter Benefit Plan Change – Effective August 1, 2021

Effective with the August benefit month, your commuter benefits program is transitioning from **TransitChek** to **HealthEquity**.

#### Key Transition Deadlines

- 1. If you are enrolled in the plan and have an active election for the July benefit month, it will be transferred to the HealthEquity platform for the August benefit month.
- Any changes made in the TransitChek system any time in June will NOT be reflected when your account is set up in the HealthEquity platform. If you want to enroll, need to make an election change, or need to unsuspend your account in June (for the August benefit month) you MUST register on the new HealthEquity site, <u>healthequity.com/wageworks</u>, and log in between <u>June 24, 2021 and July 4, 2021</u> to make that change (see instructions below).
- 3. During the months of June and July, you will still be able access the TransitChek (TAMS) site to view your account(s), but you will be unable to change your elections.

## TransitChek Quick Pay Card Holders

- 1. If you currently have a TransitChek Quick Pay Card, it will remain active through July 31, 2021.
- 2. You will receive a HealthEquity Commuter Debit Card between July 20 and July 31 (mailed to your home address on file with TransitChek) for use after July 31.
- 3. There will be a Quick Pay Card blackout August 1 August 23 when you will not have access to spend your Quick Pay card account balance. The new debit card you receive from HealthEquity will only be loaded with the amount of your monthly election for the August benefit month. Therefore, if your account is suspended (you do not have an active monthly election) for the August benefit month, you will have no funds available to spend between <u>August 1, 2021 and August 23, 2021</u>. Your QuickPay card balance will transfer to your new HealthEquity Commuter Card at the end of the blackout and will be available to spend beginning August 24, 2021.

## Premium TransitChek MetroCard (PMC) Holders

- 1. If you currently have a Premium TransitChek MetroCard (PMC), it will remain active. The record (identified by a serial number) will transfer to the HealthEquity platform and you will keep your current card.
- 2. You can log into the HealthEquity website between June 24 and July 4 to check your serial number for accuracy.

#### Parking Cash Back Account Holders

1. If you currently have a Parking Cash Back Account, the balance will be transferred to your new HealthEquity Pay Me Back account on or about September 23, 2021 as a credit towards a future benefit month election. Credits will reduce your payroll deduction amount.

2. August 31 is the last date you will have access to submit claims against your current TransitChek Cash Back Account balance, and claims must be for expenses incurred on or before July 31, 2021.

If you have any questions regarding your current elections or the transition, please reach a HealthEquity customer service representative at 1-855-692-2966. If you still need additional help, you can contact the BSC at 646-376-0123.

## **Registration and Enrollment**

If you would like to participate in the commuter plan starting in August 2021, or would like to make a change to your existing election, you will need to go online to register and to place your order between <u>June 24, 2021 and July 4,2021</u>.

## To Register:

- Visit the new HealthEquity website, healthequity.com/wageworks
- Click on "Log in/Register"
- Select "Employee Registration" and click through the registration steps:
  - Identify Yourself
    - Here, you will be asked for your first and last name, date of birth, home zip code and an ID code. Be sure you enter this information exactly as it appears in your MTA employee records. <u>Your ID code is the last 4 digits</u> of your BSC ID.
    - Accept Policies
    - Enter/Verify Contact Information
    - Enter/Verify Reimbursement Method
    - Select Preferences
    - Create Username & Password

## To Place your Commuter Order:

- Log into healthequity.com/wageworks and select your Commuter program.
- Select "Enroll In Commuter."
- Choose the type of order you wish to make; public transit, vanpool or parking option, and follow the instructions.
- Select "Every Month" to repeat the same order automatically each month until you change or cancel it.
- Select "Manage Calendar" to select specific benefit months you wish to receive your order for.
- Select "One Time" if you prefer to log in again whenever you'd like to order more. Then complete your order.
- Don't forget to enter your email address to receive confirmations electronically.

For more information please see the FAQ's or visit <u>healthequity.com/wageworks</u> and select 'Employees' then 'Commuter Benefits. You can also reach a HealthEquity customer service representative at 1-855-692-2966.